**W912JC-18-R-5702, Amendment 2 – Questions and Answers**

***\*\* Proposal Due date is revised from August 30, 2018 to September 6, 2018 2:00 pm Central Time. \*\****

Proposal Preparation/Instructions Clarifications/Questions:

1. The Small Business Participation Plan and Small Business Subcontracting Plans (Exhibits D and E) require cost data. Should these be moved from Volume 2 to Volume 1 of the Proposal Submittal.
	1. Exhibits D and E, Small Business Participation Plan and Small Business Subcontracting Plans should be included in Volume 1 of the proposal submittal. DO Not include any Cost/Price information in Volume2.
2. The SF 1442 in Block 8 indicates to address the offer to a different contact than that provided in the 00110 proposal Preparation Instructions, paragraph 2.3. Please confirm the address provided in 2.3 is correct.
	1. The address in Block 8 of the SF 1442 is the issued by address. The address and contact name in Block 2.3 of the Proposal Content section is the correct information for submittals.
3. We assume that the original bid bond shall be placed in the Price Volume. Please confirm.
	1. Yes – please include the Original Bid Bond in Volume 1, Price Proposal.
4. It appears in -0110 Proposal Preparation Instruction a CD is required for the Technical Volume. However, it is not stated a CD is required for the Price Volume. Please confirm no CDs shall be provided for the Price Volume.
	1. This is correct. A Hard Copy of the Price Volume is required. No CD. Original signature is required is required on the SF1442.
5. 00110 Proposal Preparation Instructions indicates tab indexing will be used to identify sections as appropriate. Bidder assumes this is stating that items in the Table of Contents should be referred to as Tab A, B, C, etc. as appropriate. Please confirm our understanding is correct.
	1. Tabs can be in contractors format
6. Please clarify intent of 00110 Technical Capability proposal. We understand that the government is seeking relevant project descriptions (which may also be found in the Past/Present Performance information volume) in this section as well as resume to satisfy this requirement. Please confirm our understanding is correct.
	1. See 2.5.2 for clarification.
7. Please confirm the use of tabs and subtabs is acceptable to facilitate organization.
	1. Yes, tabs and subtabs in both volumes are acceptable.
8. Section 00110, Proposal Preparation Instructions, paragraph 2.4.4 states all pages of each proposal shall be appropriately numbered, and identified with the RFP number. Please confirm this is intended for narrative pages only, and not for forms such as PPQs, CCAS, SF 12442, eSRS reports, SF30’s, bid forms, and any other similar document that is a government form and not feasible to provide this information on.
	1. This is confirmed.
9. In Section 00120 Subfactor 1, Paragraph 2.2.3.3 states Proposal must demonstrate adequate quality control processes to give the government confidence of the offeror’s ability to successfully manage the material submittal process, and ensure subcontractor compliance with contract documents. Please confirm the intent is for this to be the evaluation criteria for Subcontractor 3: Quality Control (section 2.2.5).
	1. Subfactor 1 and Subfactor 3 address separate requirements/information that will be evaluated relating to Quality Control. Subfactor 1 will evaluate the quality control processes and offeror’s ability to manage material submittal process and subcontractor compliance. Subfactor 3 will be used to evaluate whether the quality control staff and lines of authority are adequate to meet the contracts requirements.
10. Please confirm Section 00010 – Solicitation Contract Form is the Section that shall be used to insert pricing to be returned with the proposal.
	1. This is correct. Please indicate pricing on the CLIN Lines.
11. Is this project Tax Exempt.
	1. Yes this project will be exempt from payment of Sales tax, Local Sales Tax, or Compensating tax when purchasing tangible property or services. See the attached Example of the Project Exemption Certificate.
12. It is assumed that legible ink is acceptable to complete the bid form pricing items and the pricing/percentage items in Exhibit D and Exhibit E. It is common in a hard bid such as this to enable writing in the numbers in these fields to meet the pricing timelines. Please confirm.
	1. Yes. Completion of this information in ink is acceptable.
13. Section 00110 states that the offeror may prepare no more than 5 of the Exhibit A Documents, but the Exhibit A document states no more than 3 projects may be submitted. Please confirm which is correct.
	1. Section 00110, paragraph 2.5.3.4 change the quantity to 5 for Exhibit A. Also Exhibit A is revised to reflect a quantity of no more than 5.
14. SF 1442 Block 11 states “the contractor shall begin performance within 60 calendar days and complete it within 730 calendar days after receiving notice to proceed” however 52.211-10 states “720” calendar days after receiving notice to proceed. Please verify which contract duration should be utilized for the schedule.
	1. The correct number of days is 730 days from the date of Notice to Proceed.
15. Are Exhibits D and E the required formats or can we use our own format/plan as long as it meets the same requirements?
	1. The formats in Exhibits D and E are the required formats.
16. Exhibit E Subcontracting Plan form provides a placeholder for just one option. Please confirm the intent is to provide a combined total for all the option in the Option category, rather than to create new tables for each option.
	1. Yes- Please submit the proposed Subcontracting plan using the Base and then all the options combined.
17. Section 00110 Proposal Preparation Instructions, Paragraph 2.5.3.12.1 requires consent forms for key personnel if they are not presently company employees or are subcontractors.
	1. Instead of using Exhibit B or Exhibit C for this purpose please provide a letter of intent if the intended person is not part of the offeror’s organization at the time the proposal is submitted. If the key personnel will be a subcontractor then a Exhibit B is required from the subcontractor company and provide a resume as required by Exhibit A.
18. Section 00110, Proposal Preparation Instructions, paragraph 2.1.1- there is no information as to page limit or content for the 6 Subfactors listed for Volume 2 other than Past/Present Information to be provided in Exhibit A. It appears these factors will be rated during the evaluation as defined in Section 00120. Will instruction for required content/page limitation that apply to these 6 subfactors be provided?
	1. Page limits apply only when specifically identified – otherwise there is no page limit. Also Volume 2, Part 3 information will now be required to be submitted with Volume 1, Price proposal instead of with Volume 2.
19. It is noted that paragraph numbers are missing or mis-numbered in the Proposal Preparation Instructions and Proposal Evaluation Sections of the instructions. Are there missing paragraphs or missing information?
	1. There is no missing information or paragraphs. The paragraph are misnumbered.
20. The 2.5.3.11 Past Performance References Section indicates to send the PPQ directly to the Contracting Officer. If we have a previously completed PPQ will we be required to obtain a new PPQ for submission? Or is it acceptable to include this previously completed PPQ in our proposal.
	1. The requirement is for the PPQ to be completed by the organization that is providing the reference and to submit it directly to the Contracting Officer. These are to be emailed to Karen.l.robben.civ@mail.mil and must arrive no later than the closing date for the receipt of proposals. Questionnaires received late will not be reviewed/evaluated. Offerors are not to review the Past Performance Questionnaires prior to submission to the Contracting Officer.
21. We understand that there are no page limits for the Part 1, Exhibit A, Performance Relevancy Questionnaire. Please confirm.
	1. As previously addressed, you can submit no more than 5 of these Performance Relevancy Questionnaires. But other than the number of Questionnaires submitted there is no page limit.